

DEPARTMENT of ECONOMIC & COMMUNITY DEVELOPMENT

Offices of Culture & Tourism

JOB OPPORTUNITY

National Register Specialist (Historian)

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: One Constitution Plaza, Hartford, CT

Job Posting No: 085447

Hours: 40 hrs/week, Monday thru Friday

Salary: AR 26/\$74,148 - \$\$95,363
(New hires to state service start at the minimum)

Closing Date: August 26, 2014

Eligibility Requirement: Candidates must meet the professional qualification standards as defined by the National Park Service in accordance with the Code of Federal Regulations, 36CFR, part 61 and Section 106 of the National Historical Preservation Act. The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Examples of duties include but are not limited to: Prepares or reviews, edits and processes National and State Registers of Historic Places nominations; conducts or supervises surveys or studies of State Register of Historic Places; assists in preparation of State Plan for Historic Preservation, related reports and plans as required; provides assistance in defining boundaries of historic areas as requested by municipalities; assists in the review of applications for preservation tax incentives; assists in planning and review of projects falling under Section 106 of the National Historic Preservation Act and the Connecticut Environmental Policy Act; speaks before groups concerning preservation of historic places; writes reports and informational literature; provides technical expert testimony at public hearings; conducts training workshops; may prepare the National Register of Historic Places agenda for the Connecticut State Historic Preservation Review Board; performs related duties as required.

Preferred skills & experience: Demonstrated experience in state or national register nominations; proven writing, editing and presentation skills.

Knowledge, Skills and Abilities: Considerable knowledge of relevant State and Federal laws, statutes and regulations; considerable knowledge of American history with particular emphasis on history of Connecticut; considerable knowledge of resources and techniques of historical research and documentation; knowledge of basic photographic techniques; considerable oral and written communication skills; interpersonal skills.

General Experience: A Master's degree in history or closely related field.

Substitution Allowed: A Bachelor's degree in history or closely related field plus one of the following may be substituted for the general experience.

1. At least two years of full-time experience in research, writing, teaching, interpretation or other demonstrable professional activity with an academic institution, historic organization or agency, museum or other professional institution **OR**
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

Special Requirement: Incumbents in this class may be required to travel.

Note: The National Park Service is the bureau of the Department of Interior to which the Secretary of Interior has delegated responsibility for administering the National Register Program.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment (CTHR-12) to:

Linda Shackett-Blue
Department of Administrative Services/SmART Unit
165 Capitol Avenue, 5th fl northeast
Hartford, CT 06106
FAX 860-622-2968
linda.shackett-blue@ct.gov

we cannot confirm receipt of your application package

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.